



Highland Council of Community Events

Highland Council of Community Events (HCCE) Meeting Minutes October 10th, 2019

Called to Order Time: 7:03 p.m. **Called to Order By:** President, Chris Kornaus

HCCE Members Attendance: Christine Gonzalez, Liz Breslin, Tori Smith, Jacqui Herrera, Brandon Wolak, Erica Wolak, DeAnna Kornaus, Dean Smith

Sub-Committee Members: N/A

HCCE Officers Present & Absent:

President- Chris Kornaus	Vice-president -John Breslin
Financial VP- Dawn Wolak	Secretary- Kristen Smith

Liaisons Present: Bernie Zemen (Town Council), Alex Brown (Parks & Rec)

Guests Volunteers, & Contractors: N/A

Minutes Review: September 12, 2019 Minutes reviewed.

Motion to accept: Erica Wolak Second: Liz Breslin Vote: Passed

Liaison Report: No Update

Financial Report: Dawn Wolak reviewed current budget.

84.01% of 2019 Budget Used \$16, 356.83 Unencumbered Balance.

Still waiting on invoice for Times printing of 4th Fest fliers

Service & Sanitation invoice amount questioned. Invoice was much lower than proposal, so Dawn will confirm it is correct before it is closed out.

Parade budget only has \$80.47 remaining. Concerns were discussed about remaining amounts to support the Santa Parade. Also discussed was the allocation of T-Shirts for the fest. They should have come out of misc. but came out of the parade budget.

2020 water will come out under the bands & misc. .(as appropriated for use).

Fall Festival Review: Chris Kornaus

Festival Funds Report provided.

HCCE Funds (after Costs)	\$3,132,88	Rides
	\$600	Booths
	\$2400	Food Vendors
	(\$49.75)	Paid Shortage
	\$6,083.13	Total*

* Additional funds could be added after insurance for weather cancellation is calculated.

Budgeted costs for event \$14,775.00 (Loss of 8691.70 pending weather insurance)

Committee Reports:

Chris K. has assigned committee Members for the Activities as listed below.

(Proposed Fall Festival Sept 27-29th)

Arts & Crafts: Erica W./ DeAnna K. / Adam N. /Christine G.

N/A

Food Trailers & Tents: Dawn W. / Liz B.

Alex Provided map location for Trunk or Treat Vendors. (4 food vendors for Trunk or Treat to date:
Chocolate covered pretzels, Funnel Cakes, Hot dogs & Chips, Caramel Apples)

Publicity: Liz A./Jacki /Erica

Erica will post Trunk or Treat on FB pages and in Event Brite.
Erica invited to Bill & Cailey Local Pod Cast to talk about HCCE

Entertainment: Tom Lounges

N/A

Security: Chris Kornaus / Chief Hojnicky

N/A

Grounds: Chris/ Brandon / John / Chief Timmer

N/A

Trunk or Treat: (October 26th 3pm-5pm)– DeAnna /Chris / Christine

Alex asked to set up 12 picnic tables for people to sit and eat.
Alex Provided with Map/layout for vendors (electrical)
DeAnna has reached out to some face painting people for the event.

Action: Kristen Line Starts Here signs

Action: Kristen Candy Sponsor and Trunk Participant signs

Action: Erica to contact places for photo backdrop props (Sherringas, etc....)

Action: TOT committee to reach out to Pastor Wade Buzzard to solidify Food /Face painting

Santa Parade: (November 30th) – DeAnna /Chris / Kristen

Action: Kristen Send out Parade Applications

Action: Kristen Contact Konnie Kuiper to see if we can secure the sleigh

Action: Chris Kornaus -Ensure we have Santa & Mrs. Clause

Action: See if Pastor Wade does Christmas Music and would like to perform this year?

Fireworks: (December 31st) – Liz B / John:

Tabled until next meeting with Santa Parade discussion
Motion to accept: Brandon Wolak Second: Tori Smith Vote: Passed

Old Business:

BrewFest Fundraiser raised \$150. Including a donation from BrewFest.

New Business:

John Breslin presented estimates for Radio Rental
2.5 mile range, \$25 each for week (\$375 for 15 radios) possible increase in costs for 2020

Motion to adjourn Meeting: 8:23pm

Motion: John Breslin Second: Brandon Wolak Vote: Passed

Next HCCE Meeting: Thursday, November 14th at 7pm

Respectfully Submitted: Kristen Smith, Secretary